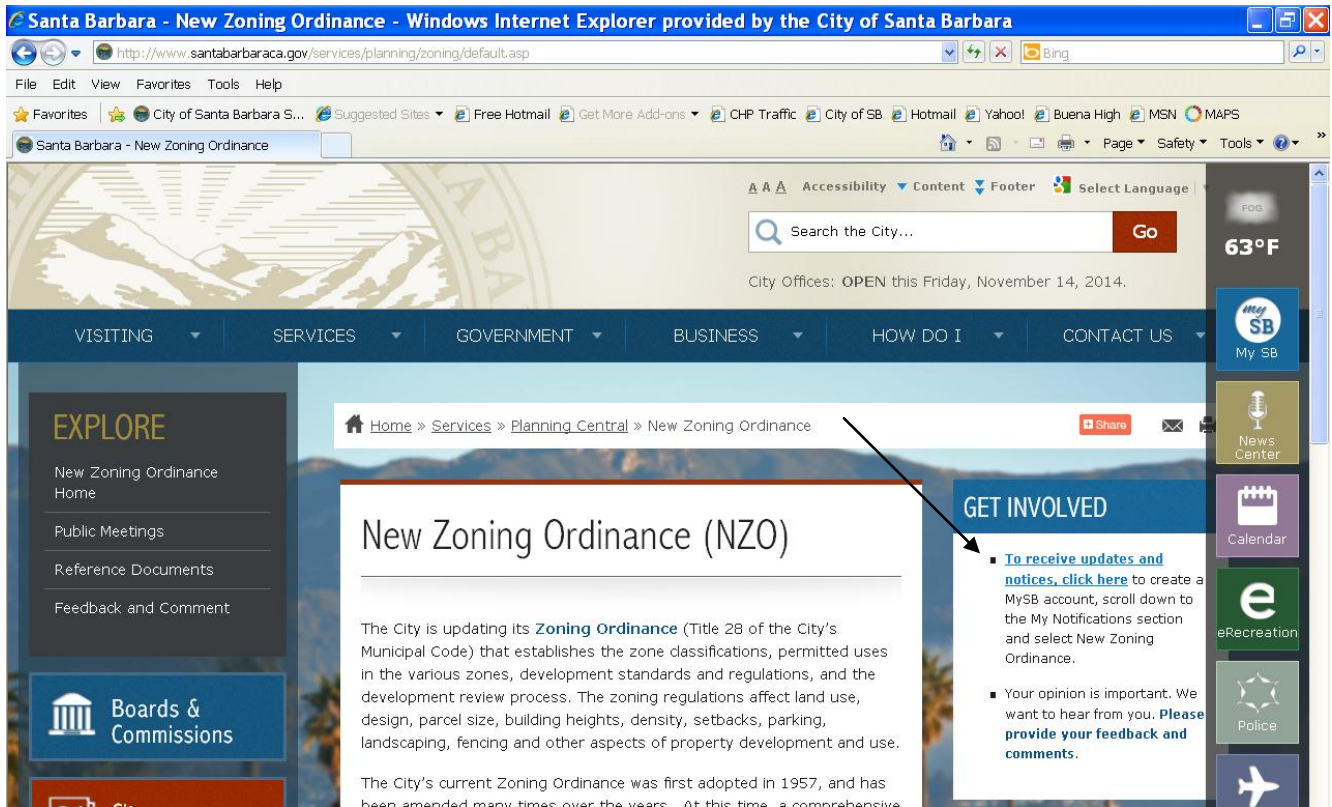


## Instructions to Sign Up to Receive Notices About the New Zoning Ordinance (NZO)

On the NZO webpage at <http://www.santabarbaraca.gov/services/planning/zoning/default.asp> click the first bullet **“To Receive Updates and Notices”** under **“Get Involved.”**



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You will see this screen.

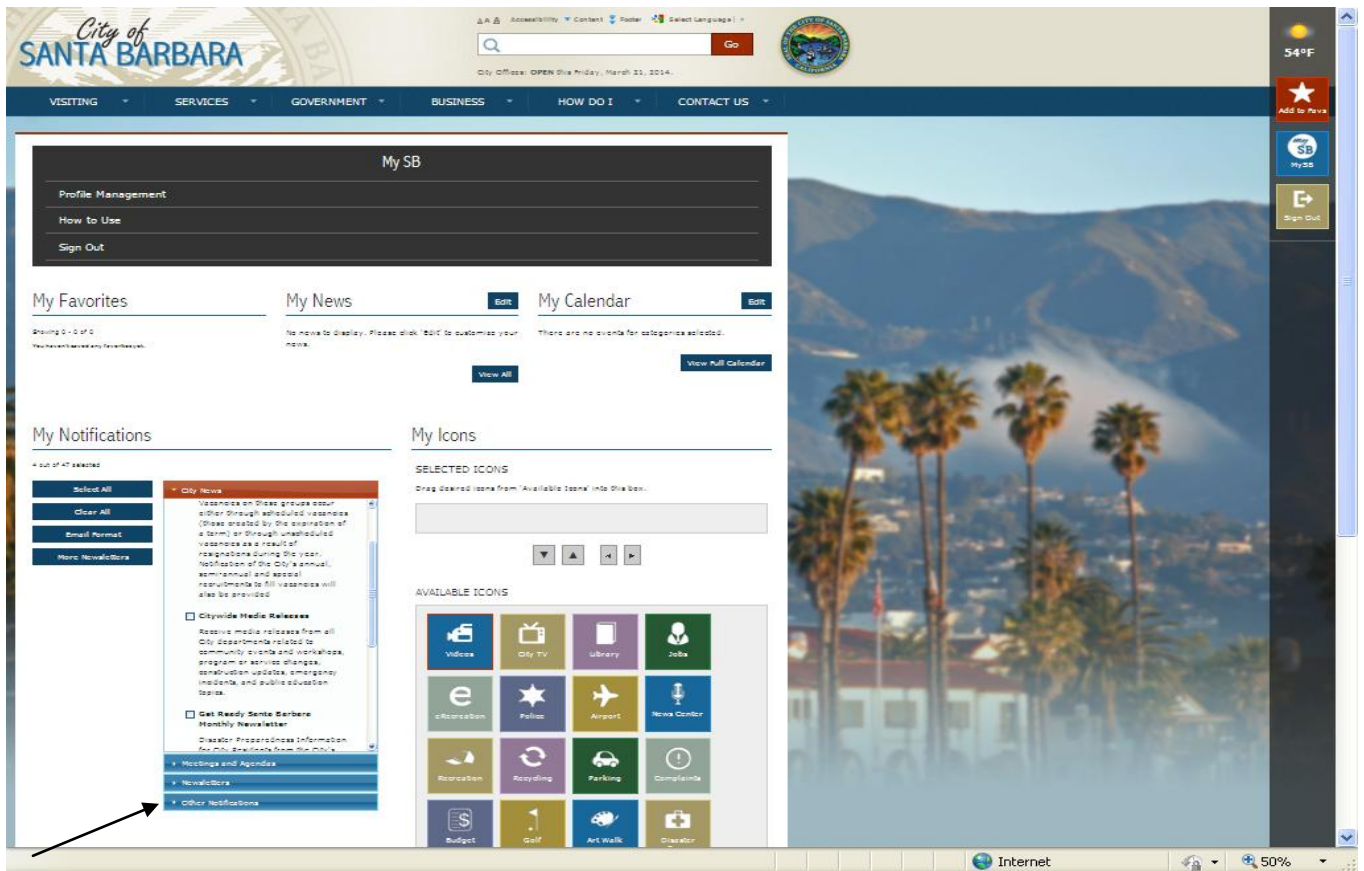
The screenshot shows a Windows Internet Explorer browser window titled "Santa Barbara - My City Portal - Windows Internet Explorer provided by the City of Santa Barbara". The address bar shows the URL "http://www.santabarbaraca.gov/MySB/default.asp". The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The Favorites bar shows links to "City of Santa Barbara S...", "Suggested Sites", "Free Hotmail", "Get More Add-ons", "CHP Traffic", "City of SB", and "Hotmail". The main content area is titled "Login To - My Santa Barbara". It contains the text "If you don't have an account [click here](#) to sign up." with an arrow pointing to the "click here" link. Below this are input fields for "Email:" and "Password:". A blue "Log In" button and a "Forgot your password?" link are positioned below the password field. A disclaimer at the bottom states: "Persons under 18 must have the approval of their parent/legal guardian to create an account." The browser's status bar at the bottom shows "Done", "Internet", and a 100% zoom level.

If you already have an account, please sign in, and go to the next step.

If you are a new user, click on “**click here**” as shown above to create an account as shown below. You will be emailed a password to the email address you provided. Come back to this screen, and use the temporary password to sign in. You’ll be prompted to change your password. Go to the next step.

The screenshot shows the "Create A New Account" page of the Santa Barbara My City Portal. The page has a header with navigation links: "VISITING", "SERVICES", "GOVERNMENT", "BUSINESS", "HOW DO I", and "CONTACT US". The main content area is titled "Create A New Account". It contains four input fields: "\* Email:", "\* Password:", "\* First Name:", and "\* Last Name:". There is also a field for "\* Re-type Password:". Below the password fields are "Sign Up" and "Cancel" buttons. A disclaimer at the bottom states: "Persons under 18 must have the approval of their parent/legal guardian to create an account." The browser's status bar at the bottom shows "Done", "Internet", and a 100% zoom level.

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Under “**My Notifications**” go to “**Other Notifications**” as shown above.” Click the “**Other Notifications**” button for a list of miscellaneous notifications and scroll down to “**New Zoning Ordinance (NZO)**.” Select “**New Zoning Ordinance (NZO)**.” Once selected (a checkmark will show on the selection as shown below), you will receive information about upcoming NZO related meetings, as it is sent out.

